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2 June 1954

PHYSICAL SECURITY BRANCH

Statistical Report

May 1954

I. Security briefings held during the month of May under the auspices of the Chief, Security Division:

	<u>Classes Held</u>	<u>Attendance</u>
Basic (New Personnel)	4	76
Special	2	30
TOTAL	6	106

II. Classified waste collected daily from all CIA Buildings and destroyed by burning:

Total for Month - 118,500 pounds

III. Safe combinations and repair operations:

<u>Combinations Changed</u>	<u>Secondary Repairs Made</u>	<u>Major Repairs Arranged For</u>
434	329	37

IV. Security identification processing of personnel:

Identification Processing
(Fingerprinting, Photo-
graphing, Secrecy Agree-
ment, Reading of Security
Regulations, Scheduling
for Security Indoctrina-
tion, etc.)

<u>Regular Badges Made and Issued</u>	<u>Limited and Special Passes Made and Issued</u>	<u>Regular Badges Destroyed</u>	<u>Limited & Special Passes Destroyed</u>
288	160	10	32

Fingerprints Taken In
Addition to Those In-
cluded in Regular
Indoctrination

Reissuance of
Badges Turned
In For Safekeeping
While on Leave, TDY

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V. Night Security inspections of the various CIA organizational units made by representatives of this Branch:

<u>Office</u>	<u>Number of Inspections Made</u>	<u>Number of Buildings</u>
Director's Office)		
DD/CIA)		
DD/Plans)	26	
DD/Intelligence)	Daily	1
DD/Administration)	Staff	
Inspector General)	Duty	
	Checks	
ONE	1	1
OSI	0	1
ORR	6	5
OIC	1	1
OCI	0	3
OCD	7	7
O-O	9	4
Deputy Director (Plans)	27	6
Communications	4	5
Training	10	9
Personnel	3	2
SO	3	2
DD/A - Subordinate Offices		
Comptroller's Office	4	4
General Counsel	2	2
Medical Office	2	2
Logistics Office	9	10
Audit Office	1	1
GPO	0	3

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VI. Security violations involving unlocked safes and exposed classified material detected as a result of inspections conducted during non-working hours by representatives of the Branch and by the guards:

OFFICE	EXPOSED CLASSIFIED MATERIAL		OPEN SAFES	TOTAL VIOLATIONS	NUMBER OF SAFES & VAULTS
	Top Secret	Secret and Conf.			
Director's Office	1	1	0	2)	64
DD/CIA	0	0	0	0)	
DD/Plans	0	0	0	0)	
DD/Intelligence	0	0	0	0)	
DD/Administration	0	0	1	1)	
Inspector General	0	0	0	0)	
ONE	0	1	0	1	53
OSI	0	0	0	0	266
ORR	0	1	1	2	782
OCI	0	1	2	3	385
OCD	0	1	3	4	703
OIC	0	0	0	0	9
O-O	0	3*	0	3	304
DD/P	0	7**	11***	18	2441
Communications	0	1	2	3	282
Training	1	0	0	1	253
Security Office	0	0	1	1	259
Personnel	0	0	1	1	232
DD/A - Subordinate Offices					
Comptroller	0	1	0	1	462
General Counsel	0	0	0	0	17
Medical Office	0	0	0	0	34
Logistics Office	0	0	4	4	566
Audit Office	0	0	0	0	10
GPO	0	0	0	0	
Total	2	17	26	45	7123

* (1) Compromise of Classified Document (Confidential)

** (1) Lost Classified Material (Confidential)

*** (1) Improper Security of Vault Area

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VII. Visitors processed by the receptionists in the various CIA buildings:

<u>BUILDINGS</u>	<u>PURPOSE OF VISITS</u>				<u>TOTALS</u>
	<u>General Visitors</u>	<u>Applicants for Employment</u>	<u>Employees Forgotten Badges</u>	<u>Deliveries and Repairs</u>	
25X1A6a	28		5	21	54
	213	144	13	12	382
	143		3	12	158
	283	8	15	18	324
	85		1		86
	455	21	56	39	571
	212		91	76	379
	347		87	27	461
	690	117	50	174	1031
	149		31	20	200
	222		28	61	311
	469		36	37	542
	13			2	15
	567	387	21	87	1062
	22	108			130
	217	27	30	64	338
	264		21	137	422
	<u>98</u>	<u> </u>	<u>32</u>	<u> </u>	<u>130</u>
TOTALS	4477	812	520	787	6596

In addition to the above, 482 applicants for positions were admitted to the Personnel Office interview room in North Building, adjoining the Reception Room. These persons were logged by the Receptionist but visitor passes were not issued to them as they did not enter the building proper.

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VIII. Credential Record:

Contact Issued.....	3
Contact Destroyed.....	2
Temporary Contact Issued.....	24
Temporary Contact Destroyed.....	27
Firearms Issued.....	2
CIA Identification Card Issued...	3

IX. In addition to the above, numerous conferences, inspections and surveys were conducted covering a variety of physical security problems. Following are listed some of the major accomplishments:

a. Conferences held with Office Security Officers	13
b. Consultants who attended basic indoctrination	6
c. Special security investigations concerning lost documents, material found outside protected areas, etc.	20
d. Safety conferences and meetings attended	6
e. Special safety inspections completed	34
f. Major building and area security surveys conducted:	
Headquarters Area	19
Out of town	1
g. Building security conferences held	12
h. Special instructions given to Night Security Officers	42
i. Special guard instructions issued in writing	5
j. PBS Guards cleared	1
k. Special instructions given to receptionists	3
l. Entries made in Limited Pass Control Book by NSO's	4,896
m. Fingerprint cards forwarded to FBI for processing	0
n. Security matters resolved by NSO's during non-working hours	560
o. Technical security inspections conducted:	
Headquarters area	2
Out of town	1
p. Armed support furnished:	
Headquarters area	3
Out of town	0

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Distribution

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